

**TOWN OF BRISTOL**  
*7747 County Road N, Sun Prairie WI 53590*  
**Public Hearing - Jt. Planning-Town Board Meeting**  
**December 15, 2025, at 6:00pm**

**ORDER OF BUSINESS**

**a. CALL TO ORDER**

The meeting was called to order at 6:01pm by Chairman Willison. Board Members Present – Willison, Grove and Kvalo. Planning: Steve Schwartzter, Scott Manke, Daniel Everson and Chuck Kvalo. Sign-in sheet on file in Clerk's office.

**b. PLEDGE OF ALLEGIANCE – RECITED**

**c. APPROVAL OF MINUTES: November 18, 2025 MEETING**

Board: Motioned by Grove and seconded by Kvalo to approve November 18, 2025, minutes as written. All aye's, motion carried.

**d. APPROVAL OF CHECK REGISTER AND TREASURER'S REPORT FOR OCTOBER 2025**

Motioned by Grove and seconded by Kvalo to approve November 2025 check register. All aye's, motion carried. Motioned by Kvalo and seconded by Grove to approve November 2025 treasurer's report. All aye's, motion carried.

**PUBLIC COMMENT**

Patrick Anderson inquired about a time frame to resolve the accessory building placement at 2964 Kiltie Drive. He also mentioned the bright light on the side of the building.

Jim Drunasky wanted to bring to the board's attention of a vehicle that has been parked on the corner of Northwynde Psge for about 6 weeks causing the plows to have to go around it and not be able to clear the road effectively. He inquired about winter parking rules for the town of Bristol. Notification to remove from the road will be placed on the vehicle.

Rod Gross requested direction in dealing with neighboring property trees overhanging on his property, causing crop and equipment damage.

Todd Menzel mentioned poor plowing on Greenway Road.

**PARKS COMMITTEE REPORT**

Ben Grove reported that the committee did not meet in December. The skating rink ice is being made, weather permitting.

**PLANNING CALLED TO ORDER**

Quorum was created at 6:44pm and called to order by Steve Schwartzter. Present: Steve Schwartzter, Scott Manke, Daniel Everson and Chuck Kvalo

**BUSINESS FOR PLANNING & TOWN BOARD**

**a. DISCUSS/CONSIDER REZONE FROM C2 (LEGACY) TO COM FOR PARCELS #0911-144-9731-4 AND #0911-231-8001-3 AND CONDITIONAL USE PERMIT FOR PARCEL #0911-144-9731-4 TO INSTALL A NEW LIGHTED SIGN**

Discussion occurred Regarding new replacement signage at the Diesel Truck Driver Training Facility. Applications appear to meet all requirements.

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**Planning:** Motioned by Everson seconded by Schwartzer to approve rezone from C2 Legacy to COM for parcels #0911-144-9731-4 and #0911-231-8001-3. All aye's, motion carried.

**Board:** Motioned by Grove seconded by Kvalo to approve rezone from C2 Legacy to COM for parcels #0911-144-9731-4 and #0911-231-8001-3. All aye's, motion carried.

**Planning:** Motioned by Everson seconded by Manke to approve CUP for parcel #0911-144-9731-4 to install a new lighted sign. All aye's, motion carried.

**Board:** Motioned by Kvalo seconded by Grove to approve CUP for parcel #0911-144-9731-4 to install a new lighted sign. All aye's, motion carried.

**b. UPDATE ON THE BOUNDARY AGREEMENT RENEWAL WITH THE CITY OF SUN PRAIRIE**

Narrative given by Willison as the discussions continue with the City. The goals working on are to preserve Bristol as Sun Prairie grows, continue to place a high value on Ag land within Bristol, and be aware of township islands being created along boundaries with the city.

**SET FUTURE MEETINGS AND AGENDAS**

January 19, 2025 – Jt. Planning-Board Meeting

**ADJOURN**

Planning: Motioned by Everson and seconded by Manke to adjourn at 7:21pm. All aye's, motion carried.

Board: Motioned by Grove and seconded by Kvalo to adjourn at 7:21pm. All aye's, Motion carried.

Submitted by Karen Weidner, Admin. Asst.